

CABINET

Minutes of the meeting of the Cabinet held in the Main Hall, High School, Prestatyn on Tuesday 10th July 2001 at 10.00 a.m.

PRESENT

Councillors E.C. Edwards (Leader), I.M. German, D.M. Holder, R.W. Hughes, G.M. Kensler, D.M. Morris, E.A. Owens, A.E. Roberts, W.R. Webb and E.W. Williams.

Observers - Councillors M.LI. Davies, D. Jones (Chairman).

APOLOGIES

Councillor K.E. Wells.

ALSO PRESENT

Acting Chief Executive, County Clerk, Corporate Director of Resources.

The Leader welcomed the pupils of Prestatyn High School to the meeting and thanked Mr. A Keep, Headteacher and Mr. J Jones, the Bursar for their help with the arrangements. The Leader asked Members to speak for a few minutes on their Lead Cabinet Member roles to provide an insight into the Cabinet way of working.

298. URGENT MATTERS

The Leader gave notice of the following items which in his opinion should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act, 1972:-

- (i) Part II Item 13 Foot and Mouth Financial Assistance - Item withdrawn. A Special Cabinet meeting has been arranged for 17 July 2001;
- (ii) Part II Item 14 03.07.2001 Flooding and Flood Response Procedure - Interim Approval - Urgent Report (papers circulated prior to the meeting), and
- (iii) External advertisement for Temporary SO1 Economic Development Officer, Temporary Sc 2 Clerical Assistant/Receptionist, Temporary Sc 4 Business Support Admin Assistant, Temporary Sc 4 Business Connect Administrative Assistant, Temporary SO1 Business Association Development Officer - all posts until 31 March 2003 - to be included at Item 4 on the Agenda.

299. MINUTES OF THE CABINET

The Minutes of the Cabinet held on 28 June 2001 (previously circulated) were submitted.

Accuracy:-

Item 4 Representation on the Court of the University of Wales: Councillor E.W. Williams requested that it be noted that he had drawn attention to the fact that as well as being an existing Denbighshire representative on the Court of the University of Wales, Councillor M.LI. Davies also served on that body's Council.

Item 11 Revenue Budget Position 2000-2001: Councillor G.M. Kensler suggested deletion of "the" - first word, second paragraph.

Item 12 Revenue Budget Position 2001-2002: Councillor G.M. Kensler asked that "into overall library budget" be added at the end of the penultimate line of the first paragraph.

Item 13 Anti-Social Behaviour: Councillor E.A. Owens corrected the typographical error in the third line of the fourth paragraph to read "sought from the contingency fund".

Item 14 On-Street Parking Charging - East and West Parade, Rhyl: Councillor I.M. German said her question on who would be consulted had been omitted.

Item 15 Clive Engine House , Dyserth: Councillor G.M. Kensler said her question on the revenue implications of the project had been omitted.

Item 19 Sale of 7 / 9 Nant Hall Road, Prestatyn: The County Clerk said the Leader had received representation from a Member regarding selling the building at less than market value. The Leader had written to the Member to say that the Authority is obliged to sell property at the best price.

Councillor E.W. Williams said he had moved not to sell the property and this had been omitted from the minutes.

Matters Arising:-

Cabinet: 12 June 2001 - Item 10 Llangollen Boundary Review: The assistant Chief Executive: Strategy reported that a meeting with Chris Ruane MP, Gareth Thomas MP and Alun Pugh AM would be held on 23.07.2001 to discuss the Deloitte Touche report. Ann Jones AM was unable to attend and a letter had been received from Martyn Jones MP stating that he did not wish to participate in any such meeting.

RESOLVED that subject to the above the Minutes of the Cabinet meeting held on 28 June 2001 be approved as a correct record and signed by the Leader.

300. MEMBERSHIP OF NORTH WALES VALUATION TRIBUNAL

The Leader presented the report (previously circulated) seeking Members' approval to re-appoint two members of the North Wales Valuation Tribunal, whose terms of office ends during 2001-2002. The members currently representing Denbighshire are:-

Mr. H.M. McEvoy, Silverwood, 2 East Avenue, Bryn Newydd, Prestatyn
Councillor R.W. Hughes, 2 Bryn Llys, Meliden, Prestatyn

The Clerk to the Tribunal had reminded the Authority that the term of office on re-appointment may be for up to six years or until the member attains 72 years of age.

RESOLVED that Members re-appointed Mr. H.M. McEvoy and Councillor R.W. Hughes as representatives of the North Wales Valuation Tribunal for a six year term of office to expire on 31 December 2007.

301. RECRUITMENT

The Leader submitted the following applications for approval:-

- (i) BECTU 4 Box Office Assistant, Pavilion Theatre - Lifelong Learning - Post Approved.
- (ii) P/T BECTU 3-4 Technical Assistant Pavilion Theatre - Lifelong Learning - Post Approved.
- (iii) SO1 Customer Service Officer - Lifelong Learning: Culture and Leisure: Councillor G.M. Kensler asked what were the specialised skills required. The Assistant Director of Culture and Leisure explained the post involved information / marketing / training. Councillor E.W. Williams asked how many customer services officers were employed in the County. - Post Approved.
- (iv) SO1 Temporary Economic Development Officer to 31.03.2003 - Environment: Councillor W.R. Webb asked what happened to the 100% funded posts at (iv) to (viii) after 31.03.2003. The Head of Economic Regeneration said all the posts listed were 100% funded and if the

posts were required after 31.03.2003, further funding would be sought at that time. The posts did not automatically become established nor would any redundancy monies be payable.

Councillor E.W. Williams asked whether the figure for the total salary bill for the 5 Temporary Economic Development posts was available and whether the original bid had included monies for these posts. The Head of Economic Development agreed to provide Councillor Williams with the figures requested and explained that to proceed with Objective 1 applications the posts were needed otherwise monies would have to be repaid. Councillor Williams asked whether all the money for the posts was Objective 1 money or would it include an element of match funding. The Head of Economic Regeneration said an element of match funding from the Economic Development Unit was included. - Post Approved.

- (v) Sc 2 Temporary Clerical Assistant/Receptionist to 31.03.2003 - Environment - Post Approved.
- (vi) Sc 4 Temporary Administrative Asst Business Support to 31.03.2003 - Environment - Post Approved.
- (vii) Sc 4 Temporary Administrative Asst Business Connect to 31.03.2003 - Environment - Post Approved.
- (viii) SO1 Temporary Business Association Development Officer to 31.03.2003 - Environment - Post Approved.

RESOLVED that the external advertisement of the above mentioned posts be approved.

302. BUSINESS RISK MANAGEMENT

Councillor E.C. Edwards, Leader of the Council presented the report (previously circulated) seeking Members' agreement to the implementation of a strategy for the management of Business Risk, leading to the formulation of a Business Risk Register for the Council and a new Internal Audit Plan based upon identified key risks.

The Head of Internal Audit outlined the proposals to Members, saying that a risk database would be created which would help the Authority to carry out its business and improve systems. Along with the Leader, each Cabinet Member would be consulted on an individual basis as would Scrutiny Chairs, the Chairman of the Council, the Audit Panel Chair, Chief Executive and Corporate Directors and the Monitoring Officer. Arising from this the main risks would be identified and the Business Risk Database created and also what needed to happen to ensure the risks once identified were managed. A report on the findings would be presented to Cabinet. The Business Risk Database was being undertaken in addition to the statutory requirements.

Councillor G.M. Kensler congratulated the Head of Internal Audit on the work undertaken so far. Councillor Kensler asked that the Welsh Language and Culture be included on the list of examples.

Councillor E.A. Owens expressed some concern regarding duplication and asked for a written interim report on the findings and whether observations from neighbouring Authorities would be available. The Head of Internal Audit said as far as he was aware, Denbighshire was the lead Authority in Wales in producing a Business Risk Database so no information would be available from neighbouring Authorities, and agreed an interim report would be made available to Cabinet at the risk identification stage.

RESOLVED that Members gave approval in principle for the implementation of a strategy for the management of Business Risk by the Council's Internal Audit Service and an interim report be presented to Cabinet.

303. ECONOMIC DEVELOPMENT STRATEGY 2001-2002

Councillor E.C. Edwards, Leader of the Council presented the report (previously circulated) seeking Members' approval to the Economic Development Strategy 2001-2002.

The County Clerk said the current strategy ends on repeal of the Local Government Act of 1989 which would create a vacuum before completion of the Council's Community Strategy under the Local Government Act of 2000. The National Assembly for Wales indicated that it will be some time before strategies are in place.

The Leader in presenting his report, drew Members' attention in particular to the third paragraph of page 1 and said how important the partnership was. He also drew Members' attention to the priority Objective 1 Projects listed at page 18.

Councillor R.W. Hughes thanked officers for the preparation of the report in a short time scale and said she was pleased that the cultural industries were now included in the projects.

Councillor E.A. Owens asked how the projects matched with the Single Programme Documents. The Head of Economic Regeneration said this was split on a local level between DCC and the Local Enterprise Agency and he would provide a report on this aspect.

Councillor G.M. Kensler asked whether it would be possible to include Tourist Information Centres within the project. The Head of Economic Regeneration said the Wales Tourist Board were not considering extending the number of offices in Wales.

RESOLVED that Cabinet approved the Strategy for recommendation to Council and agreed to seek subsequently the views of the relevant Policy Review and Scrutiny Committee(s) to shape future economic elements of the community strategy.

304. BUDGET STRATEGY: 2002-2003

The Leader and Lead Cabinet Member for Finance presented the report (previously circulated) seeking Members' agreement to a timetable for the initial stages of setting the budget for 2002-2003.

Councillor E.A. Owens suggested commencing the budget setting process with an informal meeting with Cabinet Members and Directors on 17.07.2001, looking at the overall County picture. Following this meeting the Lead Cabinet Member for Finance and Financial Controller would meet with Directors and Heads of Service would meet to review the current budget position and the emerging pressures. A report to Cabinet would be made on 31.07.2001. In August a second round of meetings with Directorates would be held to discuss initial budget proposals for 2002-2003.

Councillor Owens said a presentation and discussion of findings would be held after the Cabinet meeting of 13.09.2001.

Councillor E.W. Williams said it was sometimes impossible to attend all the meetings and asked if the papers for discussion at the meetings could be e-mailed to Cabinet Members the previous day. Councillor Owens agreed the papers could be despatched by e-mail before the meeting.

Councillor G.M. Kensler congratulated the officers on the paper and hoped that Members would attend the meetings.

Councillor W.R. Webb asked why meetings were to be held in August when Local Authorities traditionally went into recess and Members should also consider that officers need to take leave. Councillor Owens said there would be no problem in delaying the meetings but it would mean the papers would be unavailable until the Cabinet meeting. The Assistant Chief Executive: Strategy said problems could be encountered if meetings are held late in the year and the paper to consider priorities needed to be considered on 25.09.2001 to allow full consideration to take place.

The Corporate Director of Resources emphasised the need to be able to demonstrate that the Authority had considered its objectives and priorities for the coming year. This needed to be done in advance of the budget-setting process.

Councillor E.W. Williams suggested Members accept the dates given in the report and if a Director or Head of Service was unavailable for a meeting they should send a deputy.

RESOLVED that the timetable and plan indicated in Section 2 of the report be approved.

305. ANTI-BULLYING POLICY IN RESPECT OF LOOKED AFTER CHILDREN

Councillor A.E. Roberts, Lead Cabinet Member for Personal Services presented the report (previously circulated) seeking Cabinet recommendation to Council of the Anti-bullying Policy in respect of children / young people who are looked after by the Local Authority.

The Policy sets out a mission statement and the procedures to be followed by foster carers, residential staff, social workers and team managers in cases where it was alleged that bullying was taking place. Adoption of the policy would provide a multiagency response to effectively address issues of bullying in respect of looked after children/young people.

Councillor E.W. Williams suggested that the mission statement should cover all children in Denbighshire as "looked after" could refer to an informal arrangement in looking after children. The Acting Chief Executive said the Authority's first priority was to children in care or foster care and the informal arrangements were covered by the schools approach to anti-bullying.

Councillor G.M. Kensler welcomed the paper and asked whether children had been part of the consultation process. The Acting Chief Executive said children had been consulted via the Children's Rights Service. Councillor Kensler asked if a child could be removed to safety pending an investigation into an alleged incident (Appendix page 4). The Acting Chief Executive said depending on the circumstances the perpetrator and not the child might be removed.

RESOLVED that Cabinet recommended to Council the Anti-bullying Policy in respect of children / young people looked after.

At this juncture (11.10 a.m) the meeting adjourned for 15 minutes to allow Members to participate in refreshments.

306. LEARNING DISABILITY COMMUNITY LIVING SERVICES - LETTING TWO CONTRACTS

Councillor A.E. Roberts, Lead Cabinet Member for Personal Services presented the report (previously circulated). Owing to the confidential nature of the Appendix to the report it was distributed at the meeting and was collected by the Head of Housing Services after the end of the discussion. Members' agreement was sought to the letting of two contracts for the two new Community Living Schemes as detailed in the Appendix.

Councillor E.A. Owens asked what arrangements were made for a review. The Service Manager informed Members that individual care plans were reviewed.

RESOLVED that Cabinet approved the letting of the contracts for two new Community Living Schemes as set out in the Appendix to the report.

307. LEARNING DISABILITY COMMUNITY LIVING SCHEMES - RENEWAL OF CONTRACTS

(Councillor I.M. German declared an interest in the item and left the Chamber).

Councillor A.E. Roberts, Lead Cabinet Member for Personal Services presented the report (previously circulated). Owing to the confidential nature of the Appendix to the report it was distributed at the meeting and was collected by the Head of Housing Services after the end of the discussion. Members agreement was sought to renew seven contracts for Community Living Schemes, using the revised contract approved by Cabinet on 12.06.2001.

Councillor G.M. Kensler asked whether any of the contracts had been discussed by the Audit Panel. The Service Manager said the contracts had not been discussed by the Audit Panel.

Councillor E.W. Williams queried the proposed contract amounts. The Service Manager explained that inflation had been included in the figures and changes in the support arrangements for people provided for were subject to review. The support arrangements currently in place were working well.

The Acting Chief Executive said the arrangements were consistent with the Cabinet decision of 12.06.2001.

Councillor E.A. Owens said if the tender process was not being followed an audit trail would be required. The Head of Housing agreed an audit trail would be carried out.

RESOLVED that Members agreed, subject to an audit trail being established, to renew seven contracts for Community Living Schemes using the revised contract approved by Cabinet on 12.06.2001 as detailed in the Appendix to the report.

308. FOOT AND MOUTH FINANCIAL ASSISTANCE

The report was withdrawn.

309. 3 JULY 2001: FLOODING AND FLOOD RESPONSE PROCEDURE - INTERIM APPROVAL

Councillor D.M. Morris, Lead Cabinet Member for the Environment presented the report (previously circulated) asking Members to note the report covering the flooding incident in the County on 03.07.2001. Members were also asked to approve the introduction, on an interim basis, of the Highways and Transportation Flood Response Procedure. Members had approved the procedure at Cabinet on 03.04.2001 subject to the Environment Scrutiny Panel agreement. The Environment Scrutiny Panel had on 24.04.2001 agreed the Head of Highways incorporate the procedure in an all-embracing highways and transportation emergency procedures report. It was considered appropriate the flood response procedure be brought into force with immediate effect on an interim basis pending formal adoption in line with the intention of the Environment Scrutiny Panel.

On behalf of Cabinet, Councillor D.M. Morris thanked all the staff who had worked on the emergency on 03.07.2001.

Councillor E.A. Owens stressed that a pre-emptive bid on the budget for monies for emergency procedures could not be made. Pressures and priorities would need to be considered.

Councillor E.W. Williams remarked that grass verges on many of the minor roads had not been cut this year. Councillor W.R. Webb agreed that this was general throughout the County.

Councillor G.M. Kensler praised officers for the speed of delivery of sandbags to Lenten Pool on the 03.07.2001. Councillor Kensler said Dalarwen, Denbigh should be included on the list as it was subject to flooding.

The Leader thanked the Director of the Environment and Steve Kent, the Highways Services Manager for their work during the floods.

RESOLVED that Members noted the report covering the flooding incident in Denbighshire on 3 July 2001 and approved the introduction, on an interim basis, of the Highways and Transportation Flood Response Procedure.

The meeting concluded at 12.15 p.m.
